Index Number         \$210.00         Recording Fee > 5 per page, plus \$45 (includes oversheet) and \$0.50 extra for each name over 2.         Record or Amend         \$ 40.00           RJI (original plus 1 copy)         \$ 95.00         Filling         Mort original plus 1 copy)         \$ 30.00         (SCAR)         Mort original plus 1 copy)         Mort original plus 1 copy)         \$ 30.00         (SCAR)         Mort original plus 1 copy         \$ 30.00         (SCAR)         Mort original plus 1 copy         \$ 5.00         Miscellaneous Filing         Mort original plus 5 copy         Mort original plus 1 copy         \$ 5.00         Miscellaneous Filing         Mort original plus 1 copy         \$ 5.00         Miscellaneous Filing         Mort original plus 1 copy         \$ 5.00         Miscellaneous Filing         Mort original plus 4 copy         \$ 5.00         Mort original plus 5 copy         \$ 5.00         Mort original plus 4 copy         \$ 5.00         Mort original plu	Civil Actions (Mandatory E-Filing*)		Estoppel Certificate		Lis Pendens/Notice of Pendency		
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Note of Issue (original plus 1 copy)   Small Claims Assessment Review   \$ 30.00   Mortgage   Recording Fee   \$5 per page, plus \$45 (includes coversheet) and \$0.50 extra for each name over 2.	RJI (original plus 1 copy)	\$ 95.00	Filing		Mantagana		
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			Abstract of Judgment	\$ 10.00	Additional workgages Released \$ 3.00 ea		

<sup>\*</sup>Exempt from Mandatory E-Filing: Article 70 (special proceedings/Writ of Habeas Corpus), Election Law, Matrimonial, All Mental Hygiene, Article 78 (against a body or officer), Consumer Credit as defined by CPLR 105(f), and unrepresented litigants.

#### **Mechanics Liens**

Filing	\$	15.00	
Continue/Amend/Cancel		No Fee	
Affidavit of Service	\$	5.00	
Discharge by Payment into Court	\$	3.00	
Order to Continue – Filing	No Fee		
Satisfaction or Cancel		No Fee	

## **Notary Public**

Renewal (4 years)	\$	60.00
Certificate Authentication Notary	\$	3.00
Certificate of Appointment – File	\$	10.00
Certificate of Appointment – Issue		5.00
Verification of Registrar/		
County Clerk Certificate	\$	5.00

## Oath of Office

To File or Administer No Fee

## **Passport**

### Passport Book:

U.S. Department of State Fees (separate check/money order – no cash)

 10 Year Passport Book (16 or older) \$110.00
 5 Year Passport Book

(under 16) \$ 80.00

County Clerk Execution Fee \$ 35.00

(separate check, money order or cash)

## Passport Card:

U.S. Department of State Fees (separate check/money order – no cash)

10 Year Passport Card
 (16 or older)
 \$ 30.00

 5 Year Passport Card

(under 16) \$ 15.00

County Clerk Execution Fee \$ 35.00

(separate check, money order or cash)

Photos (if needed) \$ 10.00 To Expedite \$ 60.00

#### **Pistol Permit**

Transfer to or from another County \$ 5.00

## **Power of Attorney**

\$5 per page, plus \$45 (includes coversheet) and \$0.50 extra for each name over 2.

## Recording

Miscellaneous Recordings are \$5.00 per page, plus \$45 (includes coversheet) and \$0.50 extra for each name over 2.

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Public Records Searching No Fee Go to www.searchiqs.com/nysar to sign up.

#### UCC

Only UCC's relating to real estate are filed in the County Clerk's Office - others go to the Department of State.

To File \$ 40.00

### Wills

Certified copies of wills are available from Surrogate Court.

Wills (original or certified copy) containing land can be recorded in our office for a fee of \$5 per page, plus \$45 (includes coversheet) and \$0.50 extra for each name over 2.

A self-addressed stamped envelope is required for returning documents.

The County Clerk's Office does not accept credit or debit cards at this time.

\*Fees are subject to change. Please contact our office with any questions regarding document types not currently listed.

## Saratoga County Clerk's Office

Craig A. Hayner, Saratoga County Clerk

# Schedule of Fees



40 McMaster Street, Ballston Spa, NY 12020

Phone: (518) 885-2213 Fax: (518) 884-4726

Office Hours: Monday-Friday 9AM-5PM for Searching

9AM-4:15PM for Recording Papers

#### Article 80- Civil Practice Law & Rules

**8019(b)** Whenever a paper or document presented to a County Clerk for filling or recording, is not legible or otherwise suitable for copying or recording by the photocopying process, the County Clerk may require a legible or suitable copy thereof, along with such paper or document and the same fees shall be payable for the copy as are payable for the original paper or document. Exemption of the State and Counties from fees of Clerk's 8017(a), 8017(b) and Section 161 of the Executive Law exempts State & Counties and officers thereof from fees of Clerk's, except in the case of actions on behalf of the NYS Higher Education Services Corp., to recover money due as a result of default of a student loan. Size & type of paper, (CPLR 8019 (c)) - Size not to exceed 9"x14". Every printed portion thereof shall be plainly printed in not smaller than 8-point type. Special circumstances are also covered in this law.